

CANNON BUILDING 861 SILVER LAKE BLVD., SUITE 203 DOVER, DELAWARE 19904-2467

STATE OF DELAWARE

COUNCIL ON REAL ESTATE APPRAISERS

APPRAISER EXPERIENCE LOG

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WEBSITE: DPR.DELAWARE.GOV

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Instructions

- This AQB-approved *Appraiser Experience Log* must be used by current Appraiser Trainees, Licensed Real Property Appraisers, or Certified Residential Real Property Appraisers to log experience hours. In order to upgrade to a higher level, you will need to prove that you have acquired the additional experience hours.
- Licensed and Certified Residential Appraisers do not need to get obtain a supervisor to gain experience, therefore, a supervisors initials and signature on the *Log* does not apply to you.
- Trainees and Supervisors must track inspection experience hours, initial, and sign the Appraiser Experience Log.
 - Before you begin using this Log, you must make sure that each supervisor submits a Verification of Real Estate Appraiser Supervision form to the Council for approval. This form is available on our website.
 - o Complete a separate *Log* for work performed under each supervisor.
- You should follow the guidelines below to complete the Appraiser Experience Log:
 - Enter name of Appraiser (Trainee, Licensed, or Certified Res.) and Delaware license number.
 - Trainees Enter name of the Certified supervising Appraiser and Delaware license number.
 - List client's name and property address (include the city, state and zip code).
 - o Enter whether land is improved (I) or unimproved (U).
 - Enter type of property using these abbreviations:

RES = Residential

IND = Industrial Property

MF = Multi-Family

OFF = Office Building or Complex

APT = Apartment Complex

COM = Commercial Property

SP = Special Purpose Property

- Enter purpose of appraisal using these abbreviations.
 - M = Mortgage
 - S = Sale
 - E = Estate
 - O = Other
 - D = Divorce
- Enter date of inspection in Month/Day/Year format.
- Enter the initials of the person contributing to each category as follows:
- All Appraisers should initial the white areas under <u>each</u> <u>category</u>
- Trainees Your supervising appraiser should initial the gray areas.
- Enter the total hours spent appraising the property in the last column.
- You must enter your total amount of hours for each page.
- o You must sign and date each log sheet.
- o Trainees Both you and your supervisor must sign the Log.

														PAG	E #	of _	
Delaware Council on Real Estate Appraisers EXPERIENCE LOG						Neighborhood Analysis and Description	Site Analysis and Description	Improvement Description	Highest and Best Use Analysis	Market Data Research	Income Approach	Cost Approach	Market Approach	Value Conclusion	Reconciliation and Conclusion	Sign Report	Estimate of Hours Involved
					Inspected by												
Appraiser Name:																	
Appraiser License #:																	
Supervising Appraiser:					ecte	Jhbo											
Supervising Appraiser License#:								lmpi Des									
Client / Property Address w/ City, State and Zip	LAND	ТҮРЕ	PURPOSE	DATE	The appraiser initials the first box. The supervising appraiser initials in the shaded box below the appraiser's initials.												

TOTAL APPRAISAL HOURS ON THIS LOG:

Appraiser Signature: ______ Date: ______

Trainee Supervisor Signature: _____ License Type: _____ Date: _____